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Annual Report 2002-2003

FREEDOM OF INFORMATION
AND PROTECTION OF PRIVACY

November 2003

Honourable Ken Kowalski
Speaker
Legislative Assembly of Alberta
325 Legislature Building
10800 – 97 Avenue
Edmonton, Alberta
T5K 2B6

Dear Sir:

In accordance with Section 86 of the *Freedom of Information and Protection of Privacy Act*, I have the honour to submit the eighth annual report on the operation of this Act for the fiscal year ended March 31, 2003.

Respectfully submitted,

David C. Coutts
Minister

Minister's Message

Administering Alberta's *Freedom of Information and Protection of Privacy Act* (FOIP) is a very important part of this government's commitment to openness and accountability – balanced by our responsibility to guard the personal information entrusted to us.

Since the FOIP Act first took effect eight years ago, our provincial government bodies have handled almost 14,000 requests for information and responded to 92 per cent of them within 60 days. Albertans value their right to access information. We have succeeded in providing these services effectively.

I am pleased to report on significant accomplishments for the 2002 – 2003 fiscal year:

- The second review of the FOIP Act was completed in November 2002 by the Select Special Freedom of Information and Protection of Privacy Act Review Committee. This all-party Committee was chaired by Mr. Brent Rathgeber, Q.C., MLA for Edmonton-Calder.

  The Committee's mandate was to review the *Freedom of Information and Protection of Privacy Act* to determine whether the Act and its supporting policy and administration provided an appropriate balance of access to information and protection of privacy in accordance with the original intent; and to provide the Assembly a report that included any recommended amendments.

  The Committee received more than 125 written submissions from Albertans and also heard 16 oral presentations. Based on this valuable input, the Committee made 62 recommendations for action, including amendments to the FOIP Act. The Committee's report was tabled in the Legislature on November 28, 2002.

  One of the key recommendations was that privacy legislation be harmonized in the public and private sectors. To that end, Alberta is proceeding with the development of private sector privacy legislation, to come into force on January 1, 2004.

- The FOIP Amendment Act was introduced in the spring of 2003 to implement the other recommendations of the Committee. The Act received Royal Assent and became law on May 16, 2003.

- Alberta Government Services continued to support the University of Alberta in the development of an online educational certification program in Information Access and Privacy Protection. This program, the first of its kind in Canada, is being recognized across the country. Four of the five core courses that will make up the certificate program are now being offered and additional program courses are under development. Graduates of the program will be well positioned to meet the growing demands of information access and protection of privacy legislation in the public and private sectors.

I wish to thank the Select Special Freedom of Information and Protection of Privacy Act Review Committee for the work undertaken on the FOIP Act Review.

I also wish to thank the Information and Privacy Commissioner, elected officials, staff in government and local public bodies for their ongoing commitment to Alberta's *Freedom of Information and Protection of Privacy Act.*

Continued interest in FOIP training and the high level of service provided by FOIP practitioners in the provincial government and local public bodies, continues to reaffirm the level of openness and transparency as well as protection of personal information that Albertans can expect from their government.

David C. Coutts, MLA
Minister of Government Services

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The *Freedom of Information and Protection of Privacy Act* has applied to provincial government departments, agencies, boards and commissions, as well as the Legislative Assembly Office and the offices of Legislative Officers since October 1, 1995. Between September 1998 and October 1999, the Act was extended to include local public bodies such as school boards, health authorities, post-secondary educational institutions and municipalities.

Section 97 of the FOIP Act required that a review of the legislation by a special committee of the Legislative Assembly commence by May 18, 2002.

During 2002, the Select Special FOIP Act Review Committee, chaired by Mr. Brent Rathgeber, Q.C., MLA for Edmonton-Calder, undertook this review. The Committee received more than 125 submissions from the public, business and professional organizations as well as government and local public bodies. The committee considered some complex issues on the balance between privacy and access to information that emanated from the submissions and made 62 recommendations, including amendments to the FOIP Act. Key recommendations included:

- That personal banking and credit card information be clearly protected to support and encourage online transactions between public bodies and Albertans;
- That specific criteria be developed to guide how personal information in the motor vehicle registry is released and that this criteria balance fair information principles with the public interest;
- That the criteria for bringing a public body under the Act be established in legislation rather than in policy; and
- That privacy legislation is harmonized in the public and private sectors.

Alberta Government Services, Alberta Justice and the Office of the Information and Privacy Commissioner provided technical support to the Committee. The Committee's final report was tabled in the Legislature in November 2002.

During the year, Information Management, Access and Privacy continued to coordinate the province-wide administration of the Act, prepare amendments to the legislation and provide ongoing support for provincial government organizations and local public bodies.

Support to public bodies is provided through a variety of forums including regular meetings with FOIP coordinators, training programs, presentations, advisory services, the FOIP Help Desk and publications.

The FOIP Help Desk responded to nearly 1,600 inquiries during the 2002-2003 fiscal year. Five issues of "FOIP News", a newsletter designed for the local public bodies, were published during the fiscal year.

Nearly 625 employees of public bodies across the province completed 22 FOIP training courses. In late March 2002, a needs assessment of the FOIP Training Program was conducted to ensure that the training program continues to meet the needs of FOIP practitioners.

The FOIP web site continues to provide users with easy access to key information on the Act. During the 2002-2003 fiscal year, there were over 796,000 visits to the web site. The FOIP home page can be found at www.gov.ab.ca/foip.

During the fiscal year, a number of the existing publications were revised to reflect changes resulting from the Revised Statutes of Alberta (RSA) 2000 that came into effect on January 1, 2002. As well, one new discussion paper was developed for municipalities.

Alberta's eighth annual information and privacy conference, "FOIP 2002", was held in Edmonton on June 13 and 14, 2002. Information Management, Access and Privacy provided advice and assistance in the planning of the conference, which attracted over 300 registrants. Over 20 presentations and workshops were offered during the two-day conference. Speakers included Alberta's Information and Privacy Commissioner, Mr. Frank Work and Canada's former Privacy Commissioner, Mr. George Radwanski.

2(a) Requests to Provincial Government Ministries

Requests Received

Government ministries routinely release a great quantity and variety of information. The FOIP Act is used only when information is not available through regular channels.

All 77 public bodies, including ministries, Executive Council, Legislative Assembly Office, Office of the Auditor General, the Ombudsman, the Chief Electoral Officer, the Ethics Commissioner, the Information and Privacy Commissioner, and agencies, boards, and commissions designated in the FOIP Regulation submit statistical reports of their FOIP requests.

The public bodies track FOIP requests manually, or use the FOIP Request Tracking System.

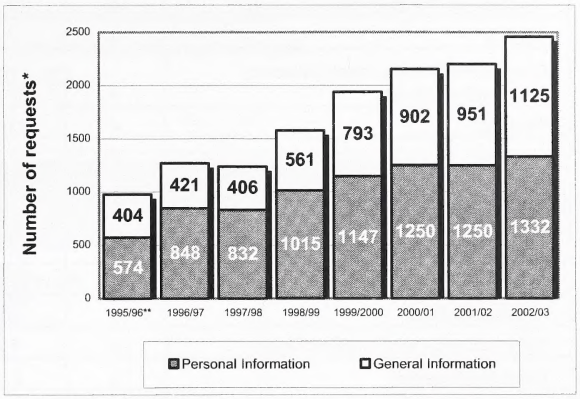
In the fiscal year from April 1, 2002 to March 31, 2003, a total of 2,457 FOIP requests were received by government departments, agencies, boards and commissions. This reflects a 12% increase from the 2,201 requests received the previous fiscal year.

In 2002-03, there were 13 requests for correction of personal information. This increased from eight such requests received in the previous fiscal year.

In 2002-03, 54% of the requests received were from individuals seeking records containing information about themselves.

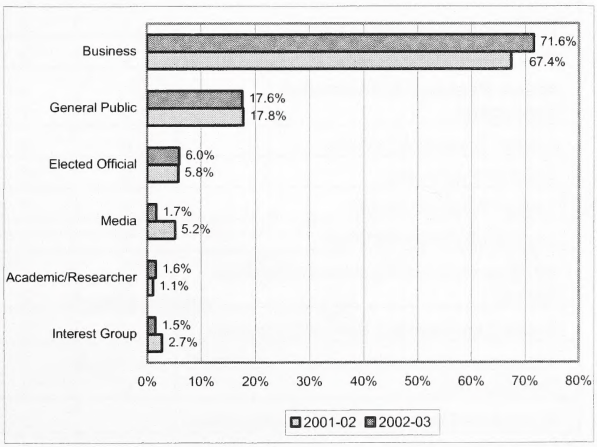
The remaining 46% of requests were made for general information. In this category, the top users of the Act were businesses, with 71.6% of requests, the general public with 17.6% of requests, elected officials with 6% of requests, media with 1.7% of requests, academic/researchers with 1.6% of requests and interest groups with 1.5% of requests.

Number of FOIP requests received by provincial government ministries since October 1, 1995



* Excludes requests for correction
** The FOIP Act was proclaimed on October 1, 1995

General information requests received by provincial government ministries in 2002-03 by type of applicant

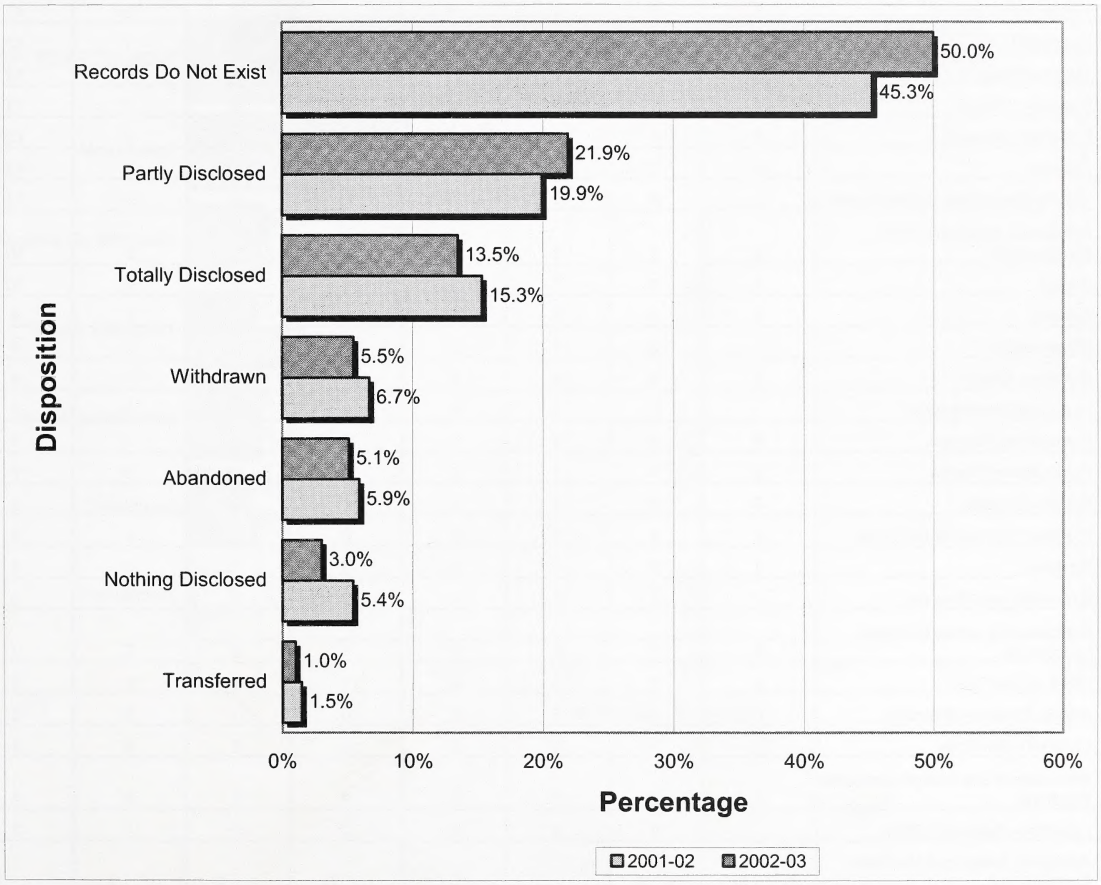


Distribution of General Requests under the Act Received by Provincial Government Ministries – By Source, April 1, 2002 to March 31, 2003

Public Body	Business	General Public	Elected Official	Media	Academic/ Researcher	Interest Groups	Total Requests
Environment	718	20	2	2	3	1	746
Human Resources and Employment	15	35	1	1	0	0	52
Child and Family Services Authorities	3	34	0	0	0	2	39
Sustainable Resource Development	22	12	0	1	0	1	36
Justice	2	17	4	1	1	1	26
Community Development *including Provincial Archives*	4	6	4	0	9	1	24
Finance	4	11	2	0	0	1	18
Learning	3	7	3	0	1	3	17
Health and Wellness	1	6	2	5	1	1	16
Transportation	4	5	5	0	0	0	14
Children's Services	1	7	2	2	0	0	12
Energy	4	1	6	0	0	1	12
Municipal Affairs	5	5	2	0	0	0	12
Alberta Energy and Utilities Board	6	4	1	0	0	0	11
Executive Council	3	2	2	0	3	1	11
Infrastructure	2	0	7	1	0	0	10
Agriculture, Food and Rural Development	0	9	0	0	0	0	9
Economic Development	1	0	6	1	0	0	8
Public Affairs Bureau	0	0	7	0	0	0	7
Gaming *including Alberta Gaming and Liquor Commission*	1	1	4	0	0	0	6
Government Services	0	3	2	1	0	0	6
Revenue	3	1	0	0	0	1	5
Workers' Compensation Board	1	2	2	0	0	0	5
Solicitor General	0	0	0	3	0	0	3
Alberta Pensions Administration Corporation	0	1	0	0	0	1	2
Alberta Treasury Branches	0	0	2	0	0	0	2
Children's Advocate	0	2	0	0	0	0	2
Labour Relations Board	1	1	0	0	0	0	2
Legislative Assembly Office	0	0	0	0	0	2	2
Persons with Developmental Disabilities Boards	0	2	0	0	0	0	2
Social Care Facilities Review Committee	0	2	0	0	0	0	2
Aboriginal Affairs and Northern Development	0	0	0	0	1	0	1
Agriculture Financial Services Corporation	1	0	0	0	0	0	1
AISH Appeal Panel	0	1	0	0	0	0	1
Child Welfare Appeal Panel	0	1	0	0	0	0	1
Innovation and Science	0	0	1	0	0	0	1
International and Intergovernmental Relations	0	0	0	1	0	0	1
Total	805	198	67	19	19	17	1125

For general requests, provincial government ministries disclosed or partially disclosed all of the records over 35% of the time. Records did not exist 50% of the time. Requests for records were abandoned or withdrawn by the applicant or transferred to another public body 12% of the time. No records were disclosed in 3% of requests.

Outcome of general information requests received by provincial government ministries in 2002-03

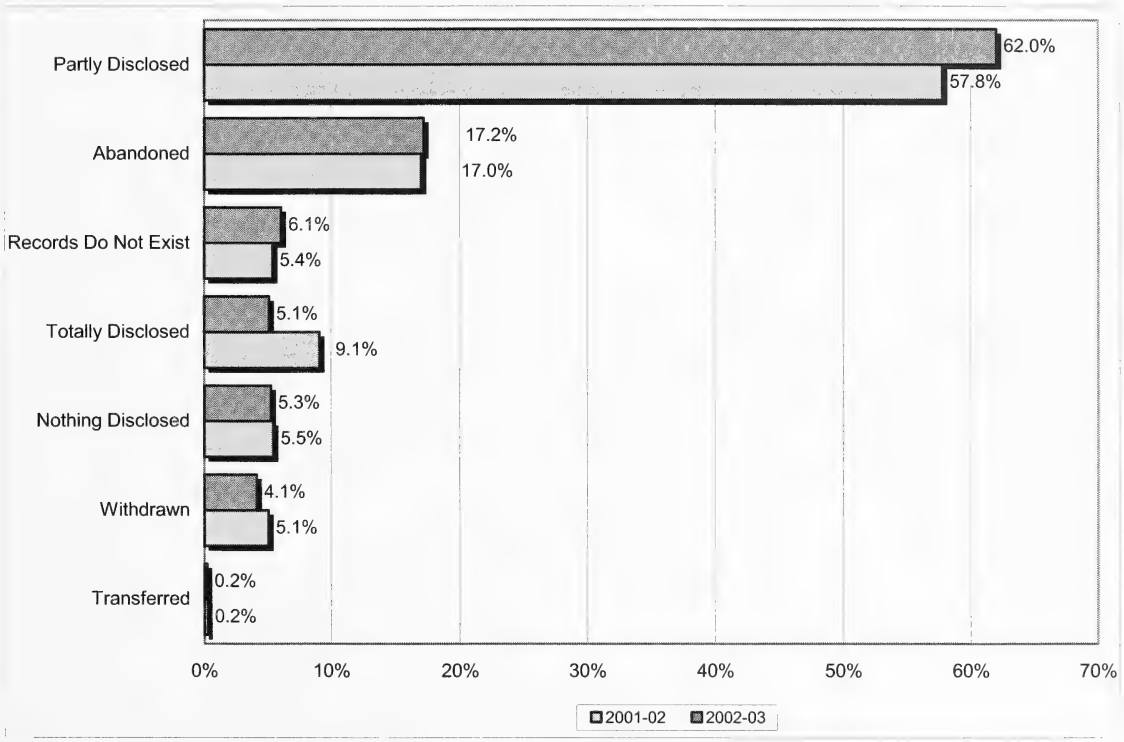


Distribution of General Requests under the Act Processed by Provincial Government Ministries – By Disposition – April 1, 2002 to March 31, 2003

Public Body	Records Do Not Exist	Partly Disclosed	Totally Disclosed	Nothing Disclosed	Abandoned	Withdrawn	Transferred	Disposition Total
Environment	521	65	97	1	12	34	1	731
Human Resources and Employment	5	31	3	3	10	2	0	54
Child and Family Services Authorities	1	25	2	2	5	4	0	39
Justice	0	11	3	13	2	0	1	30
Sustainable Resource Development	0	14	7	0	2	6	1	30
Community Development	1	6	6	2	2	0	0	17
Health and Wellness	3	6	2	2	1	3	0	17
Learning	1	3	7	2	1	2	1	17
Transportation	1	7	3	0	2	1	0	14
Executive Council	1	8	1	2	0	0	1	13
Children's Services	3	6	0	1	2	0	0	12
Finance	0	3	7	0	1	1	0	12
Alberta Energy and Utilities Board	0	9	1	1	0	0	0	11
Agriculture, Food and Rural Development	3	3	0	0	2	2	0	10
Energy	1	5	1	0	0	3	0	10
Gaming	0	3	0	0	2	0	3	8
Infrastructure	1	2	1	0	3	1	0	8
Municipal Affairs	0	8	0	0	0	0	0	8
Economic Development	1	2	2	0	2	0	0	7
Government Services	0	2	0	1	2	0	2	7
Public Affairs Bureau	5	1	1	0	0	0	0	7
Solicitor General	0	2	1	1	2	0	0	6
Workers' Compensation Board	0	4	2	0	0	0	0	6
Revenue	0	3	1	0	0	0	0	4
Innovation and Science	0	2	0	0	0	1	0	3
Agriculture Financial Services Corporation	0	1	0	0	1	0	0	2
AISH Appeal Panel	0	1	0	0	1	0	0	2
Alberta Treasury Branches	0	0	0	2	0	0	0	2
Children's Advocate	0	2	0	0	0	0	0	2
International and Intergovernmental Relations	0	2	0	0	0	0	0	2
Legislative Assembly Office	1	0	0	0	0	0	1	2
Aboriginal Affairs and Northern Development	0	0	1	0	0	0	0	1
Alberta Pensions Administration Corporation	0	1	0	0	0	0	0	1
Child Welfare Appeal Panel	0	0	0	0	1	0	0	1
Labour Relations Board	0	1	0	0	0	0	0	1
Persons with Developmental Disabilities Boards	0	1	0	0	0	0	0	1
Social Care Facilities Review Committee	0	1	0	0	0	0	0	1
Total	549	241	149	33	56	60	11	1099

For personal information requests, provincial government ministries disclosed all or part of the records 68% of the time. Requests were abandoned or withdrawn by the applicant or transferred to another public body 21% of the time. Records did not exist for 6% of requests. No records were disclosed for 5% of requests.

Outcome of personal information requests received by provincial government ministries in 2002-03



Distribution of Personal Requests under the Act Processed by Provincial Government Ministries – By Disposition – April 1, 2002 to March 31, 2003

Public Body	Partly Disclosed	Totally Disclosed	Abandoned	Withdrawn	Nothing Disclosed	Records Do Not Exist	Transferred	Disposition Total
Child and Family Services Authorities	397	4	145	32	23	12	1	614
Human Resources and Employment	217	16	46	20	8	15	0	322
Workers' Compensation Board	57	9	15	1	0	9	0	91
Solicitor General	46	10	11	1	10	3	0	81
Children's Services	40	0	8	18	3	0	0	69
Learning	10	11	1	0	0	15	0	37
Justice	8	4	1	0	11	1	0	25
Transportation	15	0	0	1	6	1	0	23
Community Development	15	1	0	0	2	1	0	19
Government Services	6	3	0	0	3	0	1	13
Office of the Ombudsman	3	2	0	0	4	0	0	9
Persons with Developmental Disabilities Boards	6	0	0	0	0	0	0	6
Agriculture Financial Services Corporation	3	1	0	0	0	0	0	4
Appeals Commission for Alberta Workers' Compensation	0	1	0	0	0	3	0	4
Infrastructure	0	2	1	0	0	0	0	3
Personnel Administration Office	1	1	0	0	0	1	0	3
Environment	1	0	0	0	0	0	1	2
Aboriginal Affairs and Northern Development	0	1	0	0	0	0	0	1
Alberta Pensions Administration Corporation	0	1	0	0	0	0	0	1
Child Welfare Appeal Panel	0	0	0	0	0	1	0	1
Children's Advocate	1	0	0	0	0	0	0	1
Economic Development	0	1	0	0	0	0	0	1
Office of the Auditor General	0	1	0	0	0	0	0	1
Office of the Ethics Commissioner	0	0	0	0	0	1	0	1
Revenue	0	0	1	0	0	0	0	1
Total	826	69	229	73	70	63	3	1333

Exceptions and Exclusions

When public bodies sever information from a record, or withhold a record, they must indicate which section of the Act was used to authorize the decision. The following table summarizes the sections of the Act that were cited when records were not completely disclosed. The sections cited refer to the section numbers that were in effect after the Revised Statutes of Alberta 2000, which came into effect on January 1, 2002. The number of occurrences indicates the number of requests where that section of the Act was used. Because several sections may be used on a single request, the number of occurrences is not related to the number of requests completed.

Section of the Act Used	Exceptions	Number of Occurrences
17	Third party – personal information	938
20	Law enforcement	112
24	Advice from officials	112
12	Refuse to confirm or deny existence of a record	68
27	Legal privilege	62
16	Third party – business/tax interests	62
21	Intergovernmental relations	27
19	Confidential evaluations	21
25	Harmful to economic or other interests of a public body	18
29	Information otherwise available to the public	14
18	Harmful to individual or public health or safety	12
22	Cabinet and Treasury Board confidences	11
26	Testing procedures, tests, audit	9
23	Local public body confidences	1

Section of the Act Used	Exclusions	Number of Occurrences
5	Other legislation paramount	350
4(1)(l)	Registry records	30
4(1)(q)	Communications between MLAs and/or members of Executive Council	28
4(1)(d)	Records of Officers of the Legislature	23
4(1)(b)	(Quasi) judicial notes, communications, draft decisions	9
4(1)(a)	Court/judicial records	8
4(1)(g)	Examination/test question	2
4(1)(k)	Incomplete prosecution records	2
4(1)(r)	Treasury Branch records	2
4(1)(c)	Quality assurance records (health)	1
4(1)(i)	Post-secondary research information	1
4(1)(j)	Non-public body records in archives	1
4(1)(o)	Personal/constituency records of members of Executive Council	1

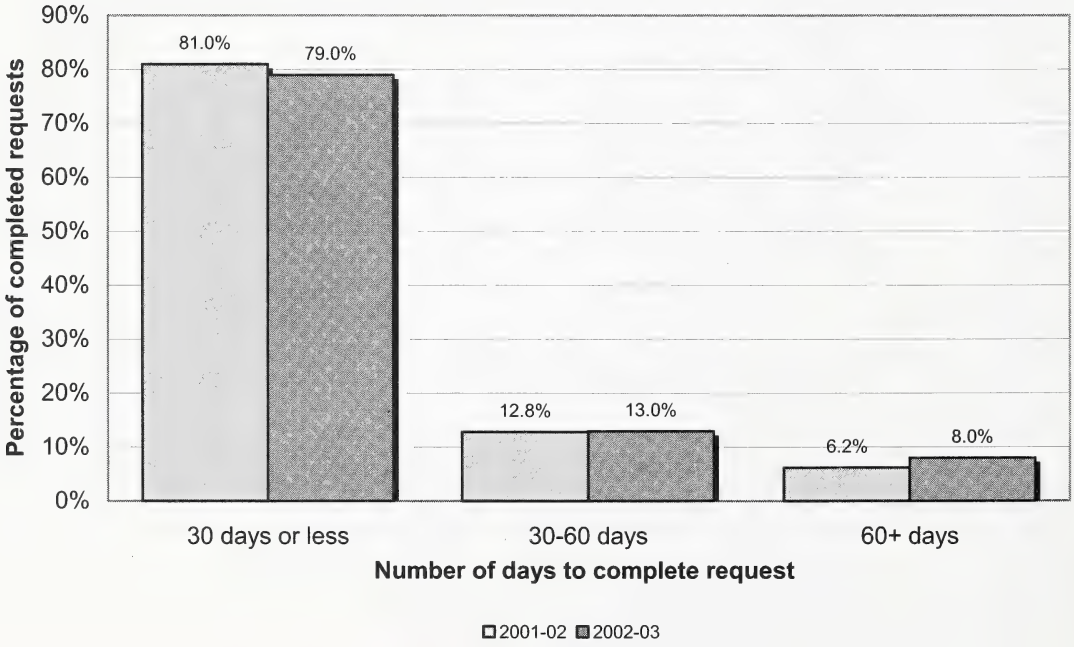
Response Times

The Act states that normally a request must be completed within 30 days of the date it was received. However, the Act allows the head of a public body to extend this time to 60 days under three circumstances. An extension may be allowed if more time is needed to consult with another public body or with a third party, if the request does not provide sufficient detail to allow identification of the requested record, or if a large number of records is involved.

92% of requests were completed within 60 days of receiving the requests. This total represents 79% completed within 30 days, and 13% within 30 to 60 days. The remaining requests were completed in more than 60 days.

Public bodies continue to turn around a high volume of FOIP requests within a short time frame, despite an overall increase of 12% in volumes received. Albertans continue to have timely and effective access to government information.

Percentage of requests completed in 60 days or less



2(b) Distribution of Requests under the Act Received by Provincial Government Ministries, April 1, 2002 to March 31, 2003

Public Body	General Information Requests	Personal Information Requests	Correction of Personal Information	Total Requests
Environment	746	2	0	748
Child and Family Services Authorities *	39	602	4	645
Human Resources and Employment	52	334	1	387
Workers' Compensation Board	5	98	6	109
Children's Services	12	71	1	84
Solicitor General	3	80	0	83
Justice	26	24	0	50
Community Development *including Provincial Archives*	24	21	0	45
Learning	17	24	0	41
Transportation	14	23	0	37
Sustainable Resource Development	36	0	0	36
Government Services	6	13	0	19
Finance	18	0	0	18
Health and Wellness	16	2	0	18
Infrastructure	10	4	0	14
Energy	12	0	0	12
Municipal Affairs	12	0	0	12
Alberta Energy and Utilities Board	11	0	0	11
Executive Council	11	0	0	11
Agriculture, Food and Rural Development	9	0	0	9
Economic Development	8	1	0	9
Office of the Ombudsman	0	9	0	9
Persons with Developmental Disabilities Boards	2	6	0	8
Public Affairs Bureau	7	0	0	7
Gaming *including Alberta Gaming and Liquor Commission*	6	0	0	6
Revenue	5	1	0	6
Appeals Commission for Alberta Workers' Compensation	0	5	1	6
Agriculture Financial Services Corporation	1	4	0	5
Alberta Pensions Administration Corporation	2	1	0	3
Children's Advocate	2	1	0	3
Personnel Administration Office	0	3	0	3
Aboriginal Affairs and Northern Development	1	1	0	2
Alberta Treasury Branches	2	0	0	2
Labour Relations Board	2	0	0	2
Legislative Assembly Office	2	0	0	2
Social Care Facilities Review Committee	2	0	0	2
AISH Appeal Panel	1	0	0	1
Child Welfare Appeal Panel	1	0	0	1
Innovation and Science	1	0	0	1
International and Intergovernmental Relations	1	0	0	1
Office of the Auditor General	0	1	0	1
Office of the Ethics Commissioner	0	1	0	1
Total	1125	1332	13	2470

* Details on next page

Details of Requests under the Act Received by Child and Family Service Authorities, April 1, 2002 to March 31, 2003

Child and Family Service Authorities	General Information Requests	Personal Information Requests	Correction of Personal Information	Total Requests
Ma'mowe Capital Region	13	213	2	228
Calgary Rockyview	11	129	0	140
Diamond Willow	0	41	0	41
Sakaw-Askiy	8	23	0	31
Sakaigun Asky	0	28	1	29
West Yellowhead	5	22	0	27
Ribstone	0	23	0	23
Southeast Alberta	0	22	0	22
Keystone	0	21	0	21
Region 13	0	17	0	17
Awasak	1	13	1	15
Sun Country	0	14	0	14
Windsong	1	11	0	12
Neegan Awas'sak	0	10	0	10
Hearthstone	0	6	0	6
Region 14	0	5	0	5
Metis Settlements (Region 18)	0	3	0	3
Silver Birch	0	1	0	1
Total all Authorities	39	602	4	645

Details of Requests under the Act Received by Persons with Developmental Disabilities Boards, April 1, 2002 to March 31, 2003

Persons with Developmental Disabilities (PDD) Boards	General Information Requests	Personal Information Requests	Correction of Personal Information	Total Requests
PDD - Edmonton Region Board	0	3	0	3
PDD - Central Region Board	2	0	0	2
Michener Centre PDD Board	0	1	0	1
PDD - Calgary Region Board	0	1	0	1
PDD - South Region Board	0	1	0	1
Total all Boards	2	6	0	8

2(c) Requests to Local Public Bodies

Requests Received

In 2002-03, statistics were received from 922 local public bodies.

Local public bodies received 736 FOIP requests in the fiscal year 2002-03. This number has increased nearly 33% from the 553 requests received in the previous fiscal year.

In 2002-03, there were eight requests to correct personal information, compared to five received in the previous fiscal year.

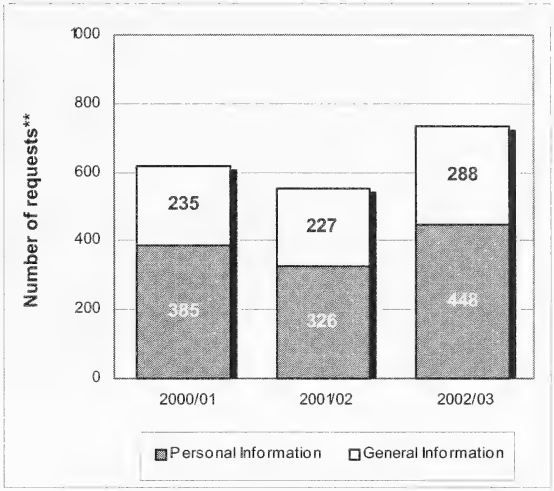
In 2002-03, 448 or 61% of requests received were from individuals seeking records containing information about themselves.

Police services and commissions had a significant increase of FOIP requests, 339 in the fiscal year. This is an increase of 83% from the previous fiscal year. 74% of these requests were for personal information.

Local government bodies received 212 requests in the fiscal year. This is an increase from 197 requests received in 2001-02. 61% of the requests were for general information. Municipalities received the majority (203) of the requests received by the local government sector. Libraries received five requests and two requests were received by housing management bodies. Métis settlements and irrigation districts each reported a single request.

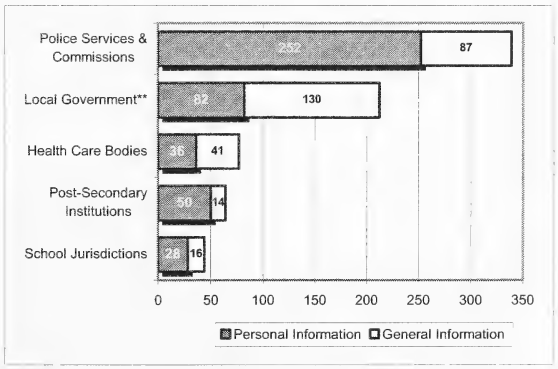
Post-secondary educational institutions received 64 requests, an increase of 3% from the 62 requests received the previous fiscal year. 78% were requests for personal information, down slightly from 79% the previous year.

Number of FOIP requests received by local public bodies since April 1, 2000*



* Excludes requests for correction.
** 2000-01 was the first reporting period where all local public bodies provided statistical information for a complete fiscal year.

Number of FOIP requests received by sector in 2002-03*



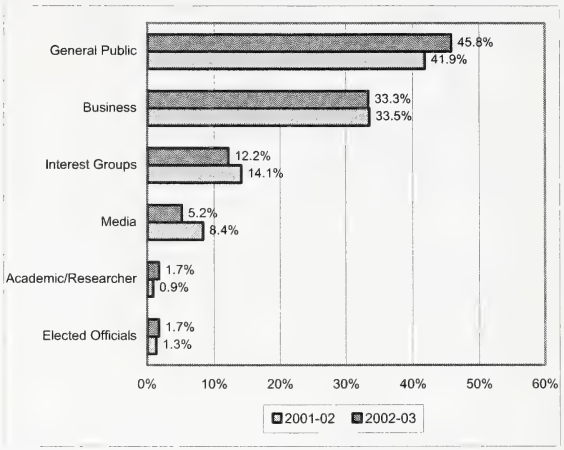
* Excludes requests for correction.
** Includes municipalities, improvement districts, special areas, regional service commissions, drainage and irrigation districts, housing management bodies, Metis settlements and General Council, and public libraries.

Health care bodies received 77 requests; 53% of the requests were for general information. This is an increase of 22% from last fiscal year.

School jurisdictions received 44 requests. This is a decrease of over 4% from the previous fiscal year. 64% of the requests were for personal information.

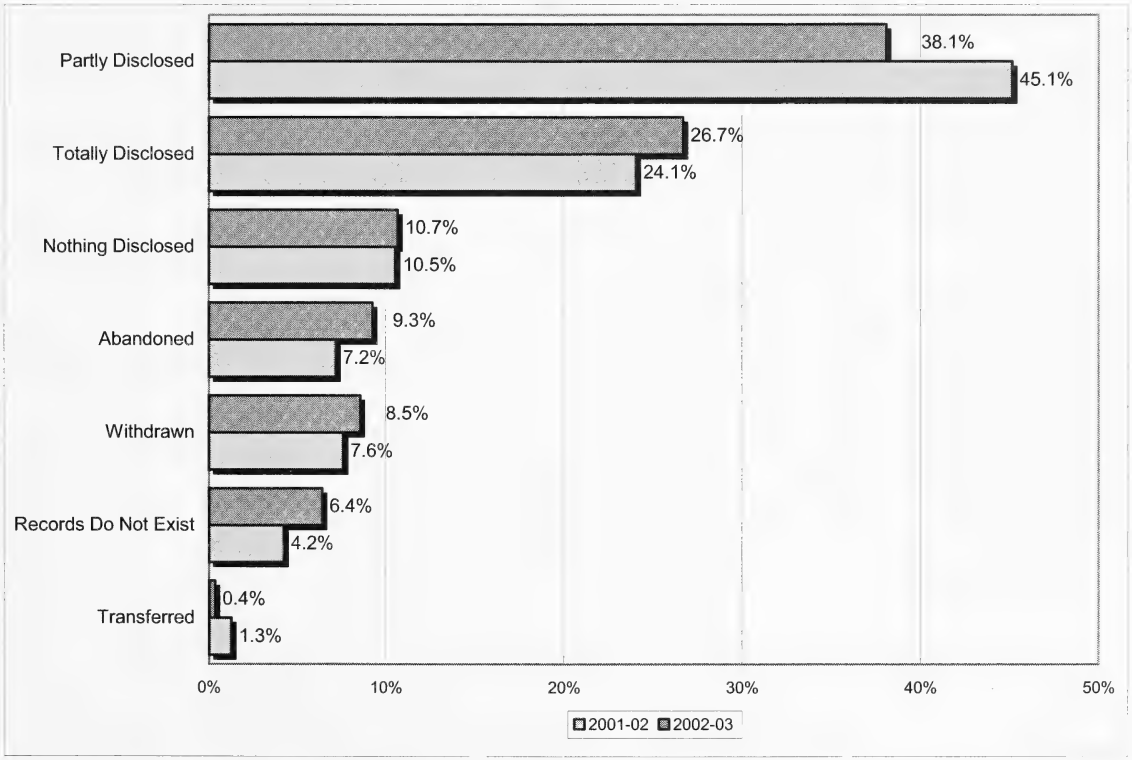
39% of requests to local public bodies were made for general information. In this category, the top users of the Act were the general public, with almost 46% of requests, followed by businesses with 33% of requests, interest groups with 12% of requests, the media with 5% of requests and academics/researchers and elected officials, each with almost 2% of requests.

General information requests received by local public bodies in 2002-03 by type of applicant



For general requests, local public bodies disclosed or partly disclosed records almost 65% of the time. Records did not exist 6% of the time. Requests for records were abandoned or withdrawn by the applicant or transferred to another public body 18% of the time. No records were disclosed for almost 11% of requests.

Outcome for general information requests received by local public bodies in 2002-03



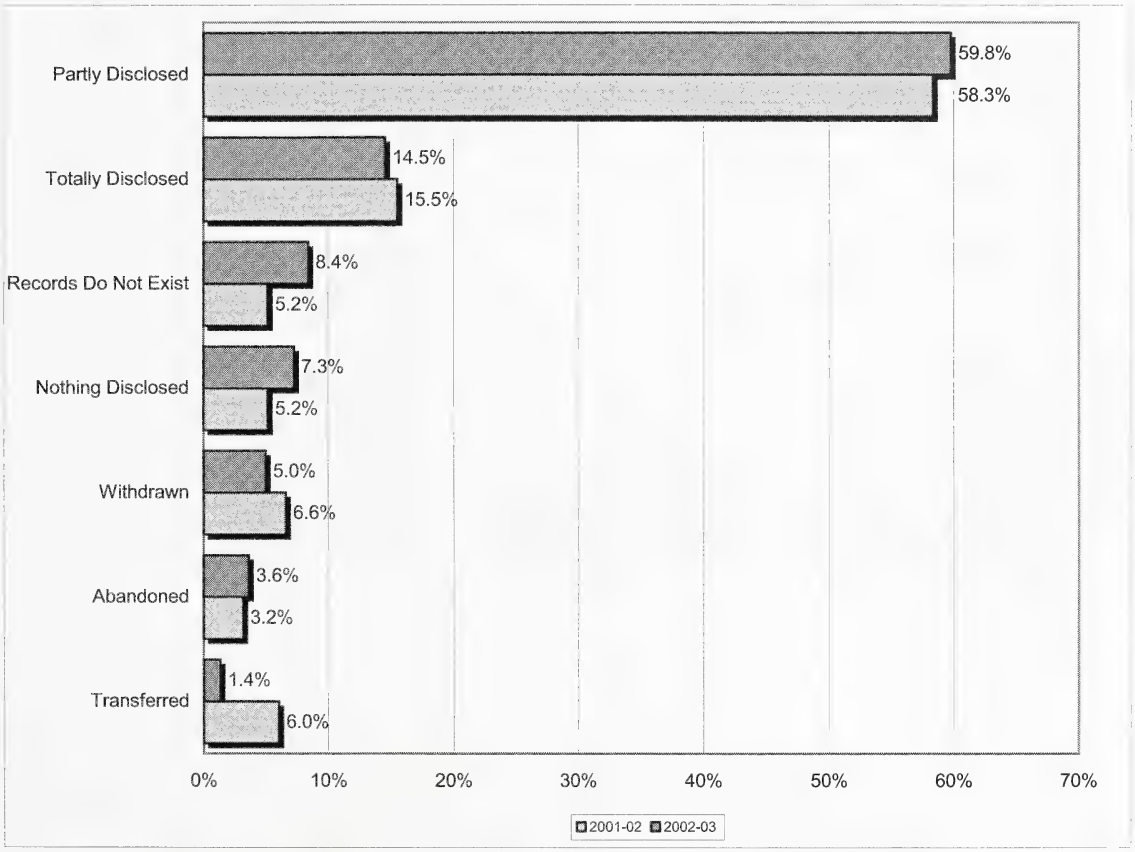
Distribution of General Requests under the Act Processed by Local Public Bodies By Distribution – April 1, 2002 to March 31, 2003

Public Body	Totally Disclosed	Partly Disclosed	Nothing Disclosed	Abandoned	Records Do Not Exist	Withdrawn	Transferred	Disposition Total
Lethbridge Police Service	8	19	7	1	0	0	0	35
City of Calgary	5	9	4	3	0	2	0	23
Calgary Police Service	0	9	5	2	0	4	0	20
City of Edmonton	3	8	1	2	4	1	0	19
Region 6 (Capital Health)	7	6	0	3	1	1	0	18
Medicine Hat Police Service	2	3	0	0	0	10	0	15
M.D. of Rockyview No. 44	8	3	2	0	0	1	0	14
Edmonton Police Service	2	2	2	3	2	0	0	11
Palliser Health Region	2	0	1	7	1	0	0	11
Headwaters Health Authority	3	2	0	0	1	0	0	6
Town of Ponoka	0	4	1	0	1	0	0	6
University of Alberta	1	1	3	0	1	0	0	6
City of Lethbridge	1	2	0	1	1	0	0	5
Town of Vulcan	5	0	0	0	0	0	0	5
Calgary Public Library	1	1	0	0	0	2	0	4
Calgary School District No. 19	2	2	0	0	0	0	0	4
City of Medicine Hat	3	1	0	0	0	0	0	4
David Thompson Health Region	2	2	0	0	0	0	0	4
Strathcona County	0	1	3	0	0	0	0	4
Town of Canmore	2	0	0	0	2	0	0	4
City of Red Deer	1	1	0	0	0	0	1	3
Edmonton Police Commission	0	3	0	0	0	0	0	3
Northern Alberta Institute of Technology (NAIT)	0	2	1	0	0	0	0	3
Alberta Mental Health Board	0	1	0	1	0	0	0	2
Calgary Roman Catholic Separate School Div No. 1	1	0	0	0	0	1	0	2
Christ the Redeemer Separate School Regional Division No. 3	2	0	0	0	0	0	0	2
City of Wetaskiwin	0	2	0	0	0	0	0	2
County of Grande Prairie No. 1	1	1	0	0	0	0	0	2
Elk Island Public Schools Regional Division	1	0	0	0	1	0	0	2
Mount Royal College	0	2	0	0	0	0	0	2
Village of Empress	2	0	0	0	0	0	0	2
Yellowhead County	0	1	0	0	1	0	0	2
All Other Local Public Bodies*	10	17	3	2	2	2	0	38
Total Requests	75	105	33	25	18	24	1	281

* 36 local public bodies each processed one request.

For personal requests, local public bodies disclosed all or part of the records over 74% of the time. Records did not exist over 8% of the time. Requests for records were abandoned, withdrawn, or transferred to another public body 10% of the time. No records were disclosed in response to 7% of requests.

Outcome of personal information requests received by local public bodies in 2002-03



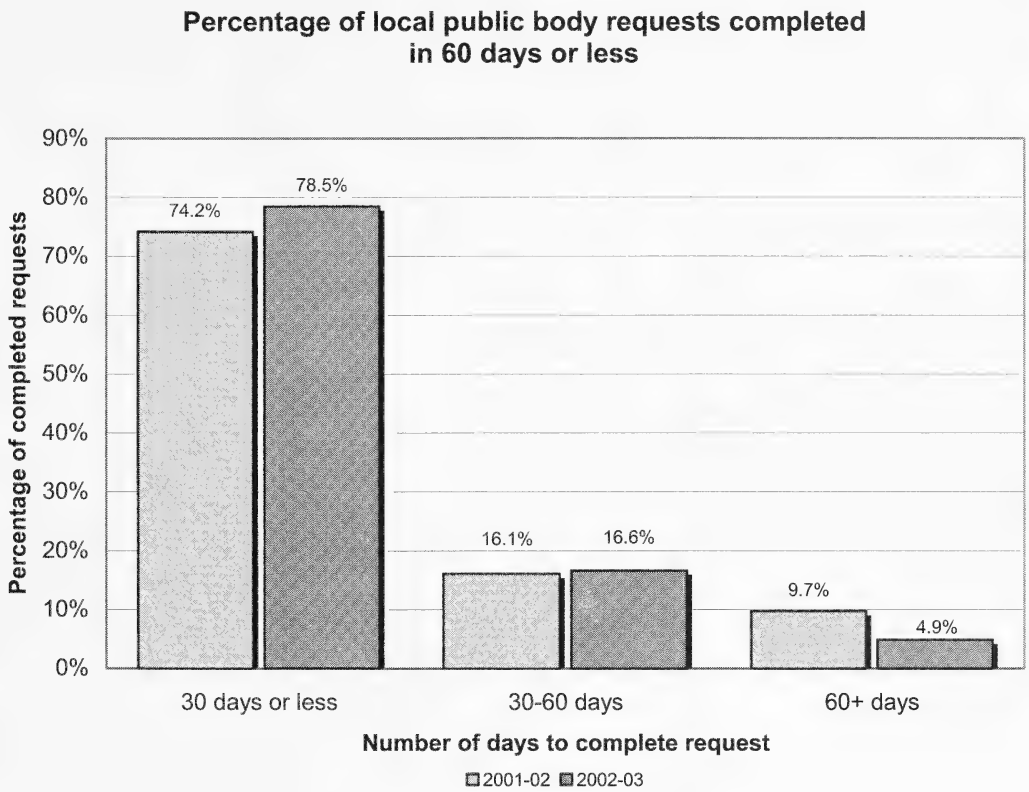
Distribution of Personal Requests under the Act Processed by Local Public Bodies By Distribution – April 1, 2002 to March 31, 2003

Public Body	Totally Disclosed	Partly Disclosed	Nothing Disclosed	Abandoned	Records Do Not Exist	Withdrawn	Transferred	Disposition Total
Calgary Police Service	8	131	15	5	9	14	0	182
City of Calgary	4	24	3	0	2	3	4	40
Edmonton Police Service	6	20	5	2	3	1	0	37
Lethbridge Police Service	4	15	1	4	3	0	0	27
Region 6 (Capital Health)	1	9	0	1	12	0	0	23
University of Calgary	5	10	1	0	0	0	0	16
City of St. Albert	0	9	1	0	0	1	0	11
Alberta Mental Health Board	4	6	0	0	0	0	0	10
Calgary School District No. 19	3	5	0	1	1	0	0	10
University of Alberta	1	6	0	0	0	0	0	7
Town of Daysland	4	0	2	0	1	0	0	7
City of Edmonton	2	1	1	1	1	0	0	6
Calgary Roman Catholic Separate School Div No. 1	4	0	1	0	0	0	0	5
Olds College	4	0	0	0	0	0	0	4
Elk Island Public Schools Regional Division	4	0	0	0	0	0	0	4
Athabasca University	1	0	0	0	2	1	0	4
City of Lethbridge	0	2	0	1	0	0	0	3
City of Red Deer	1	1	0	0	0	0	1	3
Fairview College	0	3	0	0	0	0	0	3
Mount Royal College	0	3	0	0	0	0	0	3
Red Deer College	0	1	1	0	1	0	0	3
City of Medicine Hat	1	1	0	0	0	0	0	2
Edmonton Police Commission	0	1	0	0	0	0	1	2
Northland School Division	2	0	0	0	0	0	0	2
City of Airdrie	0	2	0	0	0	0	0	2
Wolf Creek School Division No. 72	1	1	0	0	0	0	0	2
All Other Local Public Bodies*	4	12	1	1	2	2		22
Total Requests	64	263	32	16	37	22	6	440

* 22 local public bodies each processed one request.

Response Times

Overall, 95% of requests made to local public bodies were completed within 60 days of receiving the requests. This total represents nearly 79% completed within 30 days, and nearly 17% within 30 to 60 days. Nearly 5% were completed in more than 60 days.



2(d) Distribution of Requests under the Act Received by Local Public Bodies, April 1, 2002 to March 31, 2003

Public Body	General Information Requests	Personal Information Requests	Correction of Personal Information	Total Requests
Calgary Police Service	22	184	0	206
City of Calgary	27	38	0	65
Lethbridge Police Service	36	27	0	63
Edmonton Police Service	10	39	0	49
Region 6 (Capital Health)	18	23	6	47
City of Edmonton	19	7	0	26
University of Calgary	1	21	0	22
Medicine Hat Police Service	15	0	0	15
M.D. of Rockyview No. 44	14	0	0	14
University of Alberta	6	8	0	14
Calgary School District No. 19	4	9	0	13
Alberta Mental Health Board	1	9	0	10
City of St. Albert	0	10	0	10
Palliser Health Region	10	0	0	10
City of Lethbridge	5	3	0	8
Calgary Roman Catholic Separate School Div No. 1	2	5	0	7
Elk Island Public Schools Regional Division	2	4	1	7
Town of Daysland	0	7	0	7
City of Medicine Hat	4	2	0	6
City of Red Deer	3	3	0	6
David Thompson Health Region	4	2	0	6
Headwaters Health Authority	6	0	0	6
Mount Royal College	3	3	0	6
Northland School Division	3	3	0	6
Edmonton Police Commission	3	2	0	5
Olds College	1	4	0	5
Strathcona County	4	1	0	5
Town of Canmore	4	1	0	5
Town of Vulcan	5	0	0	5
All other local public bodies*	56	33	1	90
Total Requests	288	448	10	744

* 63 local public bodies each received four or fewer requests.

3(a) Expenditures

Information Management, Access and Privacy spent $729,159 in 2002-03 administering the FOIP Act. Additional costs were incurred by each of the public bodies subject to the Act. Expenditures by the Office of the Information and Privacy Commissioner are also related to the administration of the Act and reported annually by that Office.

3(b) Fees

The fee schedule for processing FOIP Requests is set out in Schedule 2 of the FOIP Regulation. In 2002-03, provincial government ministries collected fees of over $107,000. Fee information is not available for local public bodies.

General information requests

For general information requests, a $25 initial fee is charged. Additional charges may be applied for time spent locating, retrieving and preparing records for disclosure, computer programming and processing and copying records. Additional fees cannot be charged for the time that is spent reviewing records to determine the need for severing information.

The Act allows for continuing requests, where the request remains active for a specified period up to two years. The initial fee for a continuing request is $50.

When a request is received, a fee estimate is prepared. If the estimate is less than $150, no additional fees are collected from the applicant.

Personal information requests

Applicants requesting their own information pay only copying charges, and only if the charges exceed $10.

Total fees collected by provincial government ministries

Type of fee	Amount collected	
	2002-03	2001-02
General information requests		
Initial fees	$26,252	$21,452
Other general fees	$59,546	$15,334
Personal information requests		
Copying	$21,343	$17,261
Total	**$107,141**	**$54,047**

Fee waivers by provincial government ministries

Public bodies and the Information and Privacy Commissioner may waive fees if the applicant cannot afford payment, the record relates to a matter of public interest, or for any other reason that it is deemed fair to excuse payment.

The amount of these fee waivers is shown in the following table.

Type of request	Amount waived	
	2002-03	2001-02
General information requests	$2,402	$1,135
Personal information requests	$1,932	$1,665
Total	**$4,334**	**$2,800**

Fees are often reduced or eliminated by clarifying requests and providing only the records actually needed by the applicant. The value of fees eliminated in this way cannot be calculated.

For more information:

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